1948 **File No.** 9320/36

A CLASS W. **DEPARTMENT**

& **BRANCH** (11).

Subject:— Official Language

Orders re:— to conduct Govt. business

A K 1948

File No. 9320/36-E (11).

Ltd. Scott. Blip. 94 A

G.R., G.D., No. 2408, dated 22-6-22.]

Correspondence

DOCKET SHEET

Subject :—

File No. 9320/36

F. W. DEPT.

E6 (11) BRANCH.

References :—

Date	To whom sent.	Notes and instructions.

Treated as an original copy.

For ~~further~~ orders pl. see G.L. P.&S.D. dated the 23-4-49. (831/48/34145)

official language

For orders orders, pl. see p. 69.

GOVERNMENT OF BOMBAY.
Political and Services Department.
Circular No. 2026/46.
Bombay Castle, 3rd February 1948.

Pl. see P.& S.D. No.2026/46, dated 7-9-49. (831/48/71542).

Further orders pl. see Govt. Cir. P. & S.D No. 2026/46, dated the 29-10-52. (O.L.G.1052) (107857)

Pl.see G.R.,P.&S.D No.2026/36,dated 26-6-50. (831/48) (59040)

CIRCULAR.

Government is pleased to direct that all taluka --- offices in the Province should conduct their business in the language of the taluka concerned. All communications originating from a taluka office, whether addressed to non-officials or officials in the taluka, should be in the language of the taluka.

2. These orders should be given effect to within three months from the date of this Circular, and the offices concerned should submit a report to Government regarding the action taken by them in the matter.

*3. It is proposed to extend the orders to district and divisional offices, etc., in due course. In the meantime the communications between the taluka ~~offices and~~ offices and the district or divisional offices should be conducted in the English language as hitherto.

*3.....

By order of the Governor of Bombay,

Pl.see Govt. Cir. P. & S.D. No.2026/46, dated 21-10-49. (831/48/418)

M. D. BHAT,
Chief Secretary to the Government of Bombay,
Political and Services Department.

Pl. see G.C.P. and S.D., No. 2026/46, dated the 26-2-1953.

(File No. OLG 1053/33425)

To

The Private Secretary to the Governor,
The Secretary to the Hon'ble the Prime Minister,
The Commissioner, Northern Division,
The Commissioner, Central Division,
The Commissioner, Southern Division,
All other Heads of Departments and Offices under the several Departments of the Secretariat,
All Departments of the Secretariat (except the Separate Department).

No. of 1948.

Copy forwarded for information and guidance to

LETTER.

From

The Superintending Engineer,
Southern Circle.

To

The Secretary to Government,
Public Works Department,
BOMBAY.

No.G.R.67. Public Works Department,
C.V.Belgaum, 13th March 1948.

Subject:- Official Language.

Reference : Government Circular (Political and Services Department) No.2026/46, dated the 3rd February 1948.

I have to refer to the above circular and to enquire whether the orders issued therein for Taluka Offices apply to the Sub-Divisional offices of the Public Works Department also. This is not quite clear and hence this query.

Sd/-
Superintending Engineer, S.C.

No. G.R.82/2906 Public Works Department,
Bombay, 31st March 1948.

To

The Secretary to Government,
Public Works Department,
Bombay.

Subject:- Official Language.

Reference:- Government (Political and Services Department) Circular No. 2026/46, dated 3rd February 1948.

2. I request that Government will be pleased to issue instructions as to which of the officers of this Department are affected by the above mentioned orders. So far as the Public Works Department is concerned, it seems that only the Sectional Officers i.e., Overseers can be regarded as Taluka Officers.

Sd/-
Superintending Engineer,
Bombay Circle,

Letter.

No. 1728 of 1948,
P.W.D.,Eastern Circle Office,
Sholapur, 31st March 1948.

To

The Secretary to Government,
Public Works Department,
Bombay.

Subject:- Official language.

At the instance of the Executive Engineer, Bijapur Division, I am to enquire as to whether the orders issued in Government Circular (Political and Services Department) No. 2026/46 of 3rd February 1948 are applicable to Sub-Divisional Offices in the Public Works Department.

2. The business in the Sub-Divisional Office, comprises of three items (1) Accounts (2) Technical and (3) Correspondence. The first two items have of necessity to be conducted in English. As regards the third item there appears to be no objection to conduct the correspondence in the language of the Taluka.

3. I am of the opinion that the Circular as issued applies at present to Taluka Offices of Revenue Department only and not to offices of other Departments situated within a Taluka.

4. As the question is of a general nature the orders of Government in the matter are requested.

Sd/-
Superintending Engineer,
Eastern Circle.

9320/36
17185

E.B.(II). Public Works Deptt.

Sr.Nos.
16703
13776

The P. & S. Deptt. Circular within, though addressed to all the Deptts. of the Sectt., does not seem to have been received in this office. A copy of the Circular was, therefore, informally obtained from the P.& S.D.

2. As the Circular is addressed to all the local

off

officers under the different Deptts., and has been issued by the P.& S.D. XXXX and not by the R.D., the orders therein apparently apply to Taluka and equivalent offices in all the Deptts. Although Sub-divnl. charges in this Deptt. are much larger than Taluka charges in the Rev.Deptt., the orders in the Circular apparently apply to Sub-divnl. offices in this Deptt. x According to the S.E.,B.C., Sectional offices in charge of Overseers are equivalent to Taluka offices. This does not appear to be correct. According to the S.E.,E.C., the orders apply to Taluka offices of the R.D., only. This again does not appear to be correct.

3. The S.E.,E.C., says that Sub-divnl. offices deal with (a) accounts (b) technical matters and (c) correspondence. According to the S.E., there is no objection to conduct correspondence in the language of the Taluka, while accounts and technical matters have necessarily to be dealt with in English. [The Circular orders apparently relate only to correspondence from Taluka offices to lower offices and the Public and not to accounts etc.]

4. The P. & S.D. Deptt. may be consulted U.O. on the case before issuing instructions as above to the local officers in this Deptt. and asking the S.Es. etc. to submit the report mentioned in para. 2 of the Circular within.

Id/-
16-4-48.

U.O.R. to the P. & S.D. dated the 19-4-48.

P. & S.D.

The view teken by the P.W.D. in para 2 of its note dated the 17-4-48, that the orders contained in P. & S.D. Circular No. 2026/46, dated the 3rd Feb. 1948 are applicable to Taluka and equivalent offices in all the Deptts. and not Taluka offices of the R.D. only is correct. The P.W.D. may inform its sub-divisional offices accordingly.

2.....

2. The Suptd. Eng. Eastern Circle while agreeing to conduct the general correpsondence in the language of the Taluka concerned points out difficulties in giving effect to these orders in dealing with accounts and technical matters. The view taken by the P.W.D. at 'A' in para 3 of its note dated the 17-4-48 does not seem to be correct. The orders infact apply to all types of correspondence conducted at Taluka level offices. Recently we have agreed to relax the orders contained in Cir. No. 2026046, dated the 3-2-48 in respect of issuing Medical legal certificates and the correspondence connected therein Medical officer at Taluka places on recommendations from the Surgeon General, Bombay. The question of medical terminology is altogether different from accounts and technical terminology. It will be seen from the papers underlying the Cir. No. 3rd Feb. 1948 that Govt.'s intention is to abolish the English language In official are the Province stage by stage. If we go on relaxing these orders in individual cases like there would be no end to it and the original orders will have very little effect.

3. It is not known what difficulties will be experienced in dealing with account matters in the regional languages. Perhaps the A.G., may be requested to advise in the matter. He may be requested to state whether account matters in offices at Taluka levels are conducted in the language of the Talukas concerned and, if not, whether there would be any objection in giving effect to the orders contained in P. & S.D. Cir No. 2026/46, dated the 3-2-48 in account matters.

4. The P.W.D. itself does not seem to have considered what difficulties will be experienced in dealing with technical matters in regional languages. That Deptt. may again be requested to consider this point in detail in the first instaces.

Id/-
u.o.r. to the A.G., Bombay 29/4 Id/-
and the P.W.D. in succession dated 3-5-48. 30/4/48

A.G's OFFICE, BOMBAY.

Passed on to Government in the Public Works Department.

2/- At present all accounts in offices even at --- Taluka levels are maintained in English and the correspondence in connexion therewith is also conducted in English so far as Government is concerned. If the ... language of the taluka is to be adopted, complications and difficulties are likely to arise in view of the -- multiplicity of regional languages in this Province proper and the Indian Dominion. The intial accounts are the basis on which the accounts of the Province and the Central Government (viz. Finance Accounts, Appropriation Accounts and combined Finance and Revenue Accounts of the Central Government and the Provincial Governments), which are now maintained in English, are compiled and consolidated and it would not be conducive to efficiency if a portion of accounts is maintained in the regional languages. It would also be difficult for personnel from this office to conduct local audit of the accounts documents, registers etc., are maintained in the regional language.

3/- No difficulty need arise if the order contained in the G.C.M.& P.& S.Deptt. No. 2026/46, dated 3-2-48 are applied to transacting business of a local character only and not to intial accounts which are -- furnished to the Divisional offices for incorporation in their accounts or the original registers etc.,

4/- In these circumstances, it is hoped that the Bombay Government would not press for vernacularisation of the accounts at the present stage.

Id/-
A.G.

U.O.R. to Government in the P.W.D.
No. WM.38 Dated 22nd May 1948.

9320/36/27004

E.B.(II). P. W. D.

Pl. see this Depttt., the P. & S.D. and the A.G.'s notes at pp. 9-13 ante.

2. Paras. 1 and 4 of the P. & S.D. Note. The draft put up may issue as appd.

3. Para 3 of the P. & S.D. (Maintaining accounts in taluka and equivalent offices in the language of the taluka concerned). This is a general question affecting all Depts. The A.G. has expressed his views in the matter. The P. & S.D. will consider this question further in the light of the A.G's remarks and issue the necy. further instructions in the matter. That Deptt. may take copies of the relevant correspondence etc. from this file for further disposal and return these papers to this Deptt.

4. The P. & S.D. may see these papers before issue of the draft.

Id/-
9-6-48.

U.O. to P. & S.D., dated the 11-6-48.

P. & S. D.
B.

Submitted with ref. to this Deptt. note dated the 30th April 1948.

2. The A.G's is of the opinion that complication and difficulties are likely to arise in the use of Taluka languages for accounts proposes.

3. It may be observed that the question regarding the official language for this Province (as also for India as a whole) is still in the melting pot. The orders issued in Govt. Circular, P. & S.D. No. 2026/46, dated the 3rd Feb. 1948 are designed to remove the difficulties of the village people in conducting businesses with Taluka officer. The orders have been issued with particular reference to Communication and not account also. The difficulties pointed out by the A.G. seem

to be gennine. The people of the Talûka will not suffer any serious inconvenience of the ~~amount~~ account in Taluka officer are maintained in English for a little longer. If this is agreed to accounts of a local character (vide para 3 in A.G's note) may also be continued to be kept in English in the interest of uniformity

Para 4 of the draft letter put up by the P.W.D. may be approved. The P.W.D. may be requested to amend para 3 of the draft in the light of this note.

The papers may be returned to the P.W.D. after taking copies of relevant page for the purpose of record

Id/-
21/6/48.

From the A.G's memo (p. 10 ante), it seems that "accounts" will have to be maintained for sometime longer in English. We may accept this portion for the time being para 3 of the draft at p. 16 ante. may be amended as suggested above.

Id/-
23/6/48.

u.o.r. to P.W.D., dated the 1/7

9320/36
35051

E.B.(II) P. W. D.

Para 3 of the draft at p. 16 ante may, as suggested by the P. & S.D., be amended us per slip attached to it and it may then be issued.

Id/-
5-7-48.

Id/-
5/7

Letter.

No.9320/36-E(II). Public Works Department,
Bombay Castle, 7th July 1948.

To

The Superintending Engineer, Southern Circle.

Subject:-....

Subject:- Official Language.

Reference : Your letter No.G.R., dated the 13th March 1948.

2. The orders issued in Government Circular, Political and Services Department, No.2026/46, dated the 3rd February 1948, are applicable to all Taluka and equivalent offices, including the Sub-Divisional Offices of this Department.

3. The intial accounts of a local character, required to be furnished to the Divisional Offices for incorporation in their accounts, or the original registers etc., should continue to be kept in English.

4. You are requested to consider in detail and report to Government what difficulties will be experienced in dealing with technical matters of this Department in the regional language of the taluka concerned.

5. The submission of the report called for in paragraph 2 of the Government Circular quoted in paragraph 2 above should also please be expedited.

By order of the Governor of Bombay,

(A. G. Maydeo),
for Deputy Secretary to the Government
of Bombay, Public Works Department.

D.A.:- Nil.

Copy forwarded to -

The Electrical Commissioner with the Government of Bombay,
The Superintending Engineer, Bombay Circle (with reference to his letter No. G.R.82/2906, dated the 31st May 1948),
The Superintending Engineer, Eastern Circle (with reference to his letter No.1728, dated the 31st March 1948)
All other Superintending Engineers of Circles,
The Electrical Engineer to Government,
The Public Health Engineer to Government,
The Architect to Government,
The Director, Development Department Chawls,

for information and guidance.

2. The reports referred to in paragraphs 4 and 5 of the above letter should please be submitted to Government as soon as possible. Copies....

Copies forwarded to -

the Political and Services Department,
the Accountant General, Bombay (with reference to his un-official reference No.WM.38, dated the 22nd May 1948),
all Executive Engineers of Divisions.

No. 293/ of 1948.

Office of the
Architect to Government,
Public Works Department,
Bombay, 13th July 1948.

To

The Secretary to Government,

Public Works Department, Bombay.

Subject:- Official Language.

Reference:- Government Letter No.9320/36-E(II), dated the 7th July 1948 and the endorsement thereon.

2. There are no Taluka Offices under my control. The reports from this office on para 2 of Government Circular Political and Services Department No. 2026/36, dated the 3rd February 1948 and para 4 of Government Letter under reply are therefore x nil.

Sd/-
Architect to Government .

No.IHS/1199 of 1948.

Office of the Director , D.D.Chawls,
P. W. D. Secretariat, Fort,
Bombay, 17th July 1948.

To

The Secretary to Government,
Public Works Department,
Bombay.

Subject:- Official language.

Reference:- Government letter P. W. D. No.9320/36-E (II), dated 7-7-1948.

2. There is no difficulty to conduct business wifh public in local language. in the manager D.D.Chawls office.

Sd/-
Director,
D.D.Chawls.

9320/36
38499

E.B.(II) P. W. D.

Submitted (with S.No. 37~~6990~~.

2. Reports from the remaining offices may be awaited.

Id/-
27-7-48.

Id/-
28/7/48.

Letter.

No. E. 26/13606.
Electric Grid Offices,
Foreshore Road,
Bombay, 1, 11 August 1948.

To

The Secretary to Government,
Public Works Department,
Bombay.

Subject:- Official Language.

Reference: Government Circular, Political and Services Department, No 2026/46 dt. the 3rd February 1948 at present, engaged on constructions work and they have found no difficulty so far in this respect.

2 The Divisional and Sub-Divisional offices of this Dept. are →

It is anticipated that it will be possible to adjust the terminology and expressions to the operation and maintenance as well. I may state that the English Technical works like "current" "voltage", "power", etc. are and can be used and written in our regional languages and ultimately absorbed in them.

Sd/-
Electrical Commissioner
with the Government of Bombay.

9320/36
44008

E.B.(II) P. W. D.

Await till the end of this week & then expedite the remaining officers, if necy.

Id/-
16-8-48.

Id/-
17/8/48.

Letter....

Letter.

No.G.R.67.
Office of the Superintending Engineer,
Special Investigation Circle,
Dharwar, 17th August 1948.

To

The Secretary to Government,
Public Works Department, Bombay.

Subject:- Official Language.

Reference : Government Letter (P.W.D.) No.9320/36 -E(II), dated the 7th July 1948.

2. So far as this Circle is concerned, the Executive Engineer, Irrigation Projects Division (South), Belgaum reports that the Deputy Engineers in that Divisionx had no occasion to correspondx with Public or Taluka Officials in the Regional language of the taluka, as the activities in those Sub-Divisions are mainly of the nature of surveys only. The difficulties, which are bound to be experienced until such time as appropriate words in the regional language in technical and other matters peculiar to this Department are known, will, therefore, be reported to Government, after watching the procedure for a further period of 3 months The Executive Engineer of that Division and of the Ghataprabha Left Bank Canal Dn., Dhupdal, which has very recently been opened, are being instructed to conduct the correspondence in the Sub-Divisions under them in the local regional language more freely and report the result by the end of October 1948.

Sd/-
Superintending Engineer,
Special Investigation Circle.

9320/36
46220

For disposal pl. see S. No.46378 post.

Id/-
15/9/48.

Letter.

No.G.R.82/7754
Public Works Department,
Bombay, 24th August 1948.

To.....

To

The Secretary to Government,
Public Works Department, Bombay.

Subject:- Official Language.

Reference: Government Letter P.W.D.No.9320/36-E (II), dated 7th July 1948.

2. The orders issued in paras 2 and 3 of the above Government Letter are noted and instructions issued to the Executive Engineers.

3. Technical matters relating to this Department, preparation of plans and estimates and conducting general correspondence should continue to be done in English as hitherto.

4. The report regarding the action taken by this Divisional offices in the Mofussil will be submitted in due course. Due to special circumstances however, in the presidency Division, viz the Sub-divisional Officers have no separate offices but are part and parcel of Divisional Office and the general correspondence is continued in English. Of course, replies to the Public are given in the language of the original reference.

Sd/-
Superintending Engineer,
Bombay Circle,

9320/36
46220 & 46378

E.B.(II) P. W. D.

The officers named on the margin expedited under No.9320/36-E(II), dated the 9th September 1948.

The S.E.,S.C.
" " E.C.
" " C.E.
" " D.I.C.
" " N.C.
" Elecl.Engr.toGovt.
" P.H.E. to Govt.

Id/-
2-9-48.

Id/-
4/9/48.

Await

Id/-
15-9-48.

Id/-
16/9/48.

9320/36 P.W.D.
51391 E.B.(II) Pl. See S.No. 52411 Post
2d 28-9-48

Letter.

No. 9114. Deccan Irrigation Circle,
Poona 1, 22nd September 1948.

To

The Secretary to the Govt. of Bombay.
Public Works Department, Bombay.

Subject:- Official Language.

Reference : Government letter No. 9320/36-E(II), dated the 7th July 1948.

All the Sub-Divisional officers in this Circle are conducting the correspondence origfnating from their offices addressed to non-officials or officials of equivalent rank in regional language except the technical matters and no difficulty is experienced.

2. As regards technical matters, unless a vocabulary g giving equivalent technical words in regional language is ready it will not be easy to conduct this correspondece in regional languages and difficulty is bound to be experienced in such cases.

Sd/-
Superintending Engineer, D.I.C.

9320/36
~~52327~~ ~~51391~~
52327
PL. see S. No. 52411 post.

Id/-
28-9-48.

No. G.R.65-6973.
Public Works Department,
Poona, 1, 7th October 1948.

To

The Secretary to Government,
Public Works Department,
BOMBAY.

Subject:- Official Language.

Reference:- Political and Services Department Circular No.2026/46, dated 3-12-46 of 3rd February 1948 and P.W.D. letter No.9320/36-E(II) of 7-7-48.

The Executive Engineers in this Circle report that, as ordered by Government, Sub-Divisional Officers and

the officers below them correspond with officials and non-officials in their talukas, in the language of the taluka, which is, in the case of this circle, Marathi.

2. It has been represented by the Executive Engineers that

(i) a glossary of technical and special terms used in the P.W.D., should be prepared, preferably in a manner to suit adoption in all the local languages,

(ii) Devax Nagari script typewriters may be supplied, if possible, to facilitate speed of work.

(iii) Suitable terms of addressing superior officers, subordinate officers and the public as well as suitable prefixed of courtesy to names, such as "Shri" or Shriyut" and - Shrimati may be standardised,

and

(iv) only such men as know to read and write the local language should be employed in the respective regions to avoid trouble later.

3. Government may be pleased to issue such orders as it deems necessary in these matters.

Sd/-
Superintending Engineer,
Central Circle.

Letter. No.G.R.67/6702 of 1948,
P.W.D., Eastern Circle Office.
Sholapur, 26th October 1948.

To

The Secretary to Government,
Public Works Department,
Bombay.

Subject:- Official language.

Reference:- Government Circular (Political and Services Department) No.2026/46, dated 3-2-1948 and Government, Public Works Department letter No.9320/36-E(II), dated the 7th July 1948.

2. The correspondence of an ordinary nature can smoothly be done in the regional language of the Taluka concerned. However, a great difficulty is being experienced in conducting correspondence on technical and contr-act matters as the men concerned do not know appropri-

appropriate words and phraseology in the regional language.

3. The correspondence regarding tenders, specifications, Plans and estimates is required to be conducted in English as the intial documents and technical papers are all in English. In these circumstances such correpsondence will have to be conducted in English, till all tender documents and accounts rules and code books are printed forms and returns used in Sub-Divisional offices will have also to be printed in the regional languages. translated and printed in regional languages. when the books are

Sd/-
Superintending Engineer,
Eastern Circle,

9320/36
60218

E.B.(II) P.W.D.

Submitted with ref. to the S.A. Secy's orders at p. 45 ante.

2. The S.E., S.C. & the P.H.E. to Govt. may now be reminded again.

3. The S.E., N. (now known as N.Gujarat) C., and the Elecl. Engr. to Govt. were expedited on the 19-10-48. Their reports may be awaited.

Id/-
1-11-48

Id/-
6-11-48.

No.G.103/7355. of 1948.
Office of the Superintending Engineer,
N.G.C.
Public Works Department
Ahmedabad, 13th November 1948.

To

The Secretary to Government,
Public Works Department,
B O M B A Y.

Subject:- Official Language.

Reference :- G.L.P.W.D. No.9320/36(II), dated 7th July 1948.

2. The orders issued in Government Political and Services Department Circular No.2026/46, of 3rd February 1948, have been given effect to in all sub divisional offices in conducting their business in the language of the taluka concerned except in cases of purely technical nature where the following practical difficulties are experienced in dealing with such matters in the regional language.

(i) The members of the offices as well as public are not well conversent with the relevant tech-nical terms in regional language and there is every likely-hood of misinterpretation and confusion.

(ii) Various important forms such as tender forms, bills etc., are printed in English and corres-ponding terms in regional language are not known to the staff as they are not prescribed as yet.

(iii) Amongst the existing staff some are not able to follow the regional language-as for example the persons whose mother tongue is Sindhi do not know Gujarati at all.

3. The intial accounts of a local character required to be furnished to the Divisional Offices for incorpo-ration in their accounts or in the original register etc., are continued to be kept in English as instructed in para 3 of the above G.L.

Sd/-
Superintending Engineer,
North Gujarat Circle.

Copy forwarded, with compliments to the Executive Engineer:-

Ahmedabad Division
Ahmedabad Road Buildings Dn.-

Irrigation Project Division(N)
Mahi Canal Construction Division,
Kaira & Panch Mahals Division,
Surat and Borach Division,

withxreference to his No. 42/16068 of 6-10-48.
763 of 13-10-48.
2759 of 1-10-48.
115 of 27-9-48.
CB/10268 of 20-10-48.
13465 of 27-10-48.

for information and guidance.

Copy with copies of Government Circular p. & S.D. No. 2026/46, dated 3-2-48 and G.L.P.W.D. No.9320/36-E(II), dated 7th July 1948 f.w.c. to the Superintending Engineer, South Gujarat Circle, Surat, for information.

.....

J/12-11.

Compared by:-

9320/36
63112

E.E.(II). P. W. D.

The S.E.,S. C., the P.H.E., to Govt. & the El. Engr., to Govt. who have not yet furnished their reports may now be expeditxed.

Expedition No. 9320/36-E(II), dated the 19-11-48.

Id/-
19-11-48.

Yes -- S.E.EE. S.C., &
P.H.E. were not expedited
as proposed.

Id/-
18-11-48.

No.G.R.67

Office of the Superintending Engineer,
Special Investigation Circle,
Dharwar, 19th November 1948.

To

The Secretary to Government,
Public Works Department.
B O M B A Y.

Subhect:- Official Language.

Reference:- This office letter No.G.R.67 dated the 17th August 1948.

2. On watching the procedure of conducting the correspondence in the Sub-Divisional offices in the regional

language of the Taluka concerned during the past three --- months, it is noticed that in the case of miscellaneous correspondence of a non-technical nature with the public and non-technical subordinates, there is not difficulty; but in the case of correspondence with technical staff about technical matters, great difficulty is experienced for want of proper and recognised equivalent technical terms and phrases, and hence such correspondence was conducted in English only. The Executive Engineers have now been requested to try to conduct technical correspondence also in the regional language of the taluka concerned by using English words only until such time as correct and appropriate technical words in the regional language are made known and become established.

3. In order to overcome this difficulty, it is essential that appropriate equivalent technical words and phrases in all the recognised regional languages are framed for the guidance of the Sub-Divisional staff conducting the correspondence in those offices.

4. This framing of technical words and phrases is a work which should be handled by expert committees consisting of persons who have specially devoted themselves to the study of Sanskrit and etymology and who are also scientists by profession. For the information of Government I may record that the Maharashtra Sthapatya Mahasabha of Poona has entrsted this work to Prof.S.V.Apte, a Sanskrit Scholar and an M.A. in physics who was actually teaching in the College Engineering.

Sd/-
Superintending Engineer,
Special Investigation Circle.

RBY/18.11
Compd.by:

E.B.(II) P. W. Deptt.

2. The receipt of reports from the S.E., S.C., the P.H.E. to Govt. & the El. Engr. to Govt. may be awaited.

Letter.

From

The Superintending Engineer,
Southern Circle.

To

The Secretary to Government,
Public Works Department,
B O M B A Y.

No.G.R.67 . Public Works Department,
C.V.Belgaum, 27th November 1948.

Subject:- Official Language.

Reference :- Government Letter (P.W.D.)No. 9320/36-E(II), dated the 7th July 1948.

All the Executive Engineers in this Circle have reported that effect to the orders issued in Government Circular (P. & S.D.) No.2026/46, dated the 3rd February 1948 has been given in all the Sub-Divisional offices.

2. The following are some of the difficulties experienced in dealing with technical and other matters in the regional languages:-

(i) The work in a Taluka office is vitally different from that in Sub-Divisional office in P.W.D. It is technical mostly and what all can be negotiated in the local language such as letters to public and Karkoons is being already conducted in the local language.

(ii) All clearical Establishment in Revenue Department in one District from a cadre by itself and are not liable to transfer out-side the District, except at the Rank of Mamlatdar or Aval Karkun. In P.W.D. all the clerks in Southern form one cadre, and are liable to be transferred to any place in the Circle. The Circle has Marathi and also Kannada Districts. This is a serious obstacle in the adoption of Government orders. To an extent this can be solved if Ratnagiri District goes into Konkan Circle and Bijapur District given in lieu as recommended by late Superintedding Engineer , Special Circle for Merged States (N.V.S.Murti, Esquire, I.S.E)

(iii)...

(iii) There are no technical equivalent words in regional languages and as such English words will have to be written in local scripts.

(iv) Manuals, codes, Hand books & printed ~~ex~~ forms will have to be transiated, published and supplied in regional languages.

(v) It is quite feasible to maintain muster Rolls and ~~x~~record the measurements of III Part~~x~~ in local languages by the Karkun. Beyond that it is difficult to introduce the local language because of audit requirements.

(vi) The question of supplying type-writers for the regional languages may also have to be considered by Government. Bur one English and one local language type-writer will not have full work for both and hence not efficient.

Sd/-
Superintending Engineer,S.C.

S.B.(II) P. W. Deptt.

Await receipt of report form the P.H.E. & Ecl. Engr.

Id/-
4/12/48.

Political and Services Department.
"B" Branch.

Note for the use of the Secretaries to Government at the Secretaries' meeting on Monday the 6th December 1948 on the subject "Use of Regional Languages in Government administration."

Last year the question of introducing the recognised regional languages, viz., Marathi, Gujarati, Kannada and Hindustani (in the Devnagari and Urdu scripts as medium for Government business instead of English was considered with a view to bringing the Provincial

Administration more in keeping with the changed conditions and also in the interest of the common man. In view of the fact that the constituent Assembly had not yet decided the national language of the Indian Union, neither the Government of India nor the Provincial Governments could take any decisive steps towards the elimination of English as a medium of Government business. It was considered that even if a decision to change over the whole administrative machine to the national or any other Indian language was taken, some time lag would be necessarily required to implement it and that in the meanwhile it should be possible to proceed by stages as mentioned below:-

1. All communications whether addressed to non-officials or containing official reports to other officers or Departments should at the Taluka Office level be entirely in the regional language (exeeption being made for reports being called from a provincial office). The period for giving effect to these orders might be about six months.

11. In the next six months the same action to be taken at the District Office level. This action to be followed at the Divisional or Regional Office level where there is one homogrneous language.

111. For some time the language for provincial Government purposes and for purposes of officers with all provinces jurisdiction, should continue to be English. By the time whoever that the first two stages have been effective the position regarding linguistic provinces as well as the all-India decision regarding the language in the whole country will have been formulated.

Government accepted this plan generally but decided that the above stages should be given effect to expeditiously. Orders were accordingly issued under Government Circular, Political and Services Department, No.2026/46, dated the 3rd February 1948 (copy attached) to implement the 1st stage within three months and reports from the officers concerned were called for in order to estimate and consider whether any and if so, what difficulties had been experienced by them in conducting Government business in regional languages in talukas and the difficulties that might lie ahead in implementing the second stage

Difficulties in the use of regional languages in respect of the following have been so far reported.

1. Judicial and quasi-judicial proceedings,

11. Medical and medico-legal certificates and correspondence.

111. Accounts.

Requests for the supply of tupewriters in the regional languages have also been received. The Collector of Poona and the District Superintendent of Police, Nasik, have pointed out that for want of such typewriters the efficiency of the offices concerned is bound to suffer to a large extent. No other difficulties have been pointed out by the officers. In view of the fact that the taluka offices have encountered difficulties despite their long standing practice of conducting business in the languages of the talukas, it seems that complications and difficulties of a more serious nature are bound to occur should the next stage be straightway given effect to. It is therefore for cosideration as to how far and at what speed the adoption of regional languages in official business should be carried out.

2. Another question that needs consideration in the issue of replies to letters received in regional languages, in those languages. Government directed under Government Circular, Political and Services Department, No. 1725/46-11, dated the 23rd October 1947 (copy attached) that replies to letters (formerly referred to as petitions, memorials, etc.,) which are addressed to Government Departments and Offices in a recognised regional language. Should be sent in the language in which the ltters written. It was further directed that all relevant noting and drafting in the Departments and offices should continue to be in English and that the draft replies after approval should be translated into the regional languages concerned in the Departments or

the.....

offices and then despatched. They were directed to seek help of the Oriental Translator or other Government Translator when necessary. In this connection the Secretariat Departments have pointed out :-

(a) that reference to the Oriental Translator or any other Government Translator for translating a draft approved reply entails delay in the issue of reply;

(b) that the Departments may have to employ additional staff for translation thus involving additional expenditure;

(c) that the signing authority may not know the language in which a particular reply has to be issued;

(d) the need for typists and typerwriters in regional languages.

As regards (a) and (b) above the Political and Services Department has taken the view that replies requiring precise and scientific drafting e.g., replies involving legal technicalities, may be drafted by the Oriental Translator ; such cases will, however, be very rare. Notwithstanding it appears that for the purposes of nothing and drafting in respect of letters received in regional languages, such letters will have to be obtained duly translated into English from the Oriental Translator since the Assistants concerned or even the officers would not be able to know all or any of the regional languages. As long as letters in regional languages are few and far between, the Departments and offices may arrange to draft and despatch replies in the regional languages themselves. The Political and Services has obtained draft acknowledgement letters from the Oriental Translator in regional languages which are being printed for the use of the Departments of the Secretariat. Central Departments, as the Education and Industries Department, and the Agriculture and Rural Development Department have pointed out that numerous letters in regional languages are received by them and if undue delaus are to be avoided in giving replies it would be quite necessary to have special translators for the work in those Departments. The Home Department has ex-

suggested that whenever a reply is to be issued in a regional language, a fair copy of the draft reply in English with the typed signature of the officer who is to sign enclosed in brackets may be prepared in office and forwarded to the Oriental Translator for translation into the regional language. On receipt of the translated fair copy it will be signed by the officer and issued. All endorsements, if any, should be sent in English. The Home Department's suggestion does not solve the point at (a) though it eliminates the point at (c) The Home Department has also separately suggested that the Secretariat Departments should have a common translation staff; but it is doubtful whether this would help expeditious issue of replies to letters in regional languages.

As regards (c) and (d) the Secretariat Departments have not given their opinions. The Political and Services Department has indicated that the signing authority may sign a reply in a regional language in English unless the can sign it in the language of the reply; but in that case there would be no uniformity. Purchase of typewritters in regional languages would entail additional expenditure to each Department and office even if their existing typing staff is regarded as capable of working on the new types of typewriters. Besides, such typewriters will not be available in plenty, particularly in the case of typewriters in the Kannada language. If adequate typewriters in regional languages could not be procured, efficienty and promptness in Government Departments and offices would eventually suffer.

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Secy (R & B).

E.B.(II). P. W. D.

No action is necy. in respect of the note at pp. 55-57 ante.

2. Receipt of reports from the P.H.E. to Govt. & the Ecl. Engr. in reply to G.E. No.9320/36-E(II), dated the 7-7-48, may be awaited.

Id/-
14-12-48.

U R G E N T.

No. 11266 of 1948.
Poona,1, 16th December 1948.

To

The Secretary to Government,
Public Works Department,
B O M B A Y.

Subject:- Official Language.

Reference :- Government Letter P.W.D. 9320/36-E(II), dated 7th July 1948 and subsequent Govt. reminders last one being of 19th Nov. 1948.

I submit my report on paragraph 4 and 5 of the above Government Letter as follows :-

Para 4 :- In dealing with technical matters of this Department in regional language of the Taluka much difficulty will be experienced by the officers concerned. Being educated and trained to think and express throgh the medium of English, the officer will very often find it difficult to express himself adequately if the regional language be adopted. In many cases the corresponding terms for technical matters do not exist in the regional language difficulties will come in the way of preparing purely technical reports such as inspection notes, or preliminary reports on proposed schemes. For want of proper vocabulary in the regional language the writer is apt to use ambiguous words or words capable of different interpretation. Taking into consideration all the above, I am of opinion that it is not practicable atleast for some time more to use any language except English for technical correspondence. We must have various technical terms translated into regional language.

Para 5 :- In view of what has been stated above,

it.....

it has not been possible to fully implement the wishes Government. However, where possible communications received from non-officials and officials are replied to i the same language if the officer holding charge of the Sub-Division happens to be proficient in this.

This rule cannot be insisted on in the Sub-Divisio al Charges of my Circle as their jurisdiction often times extend over many districts, where different languages are spoken. Another drawback in the insistence of language would be the sub-Divisional Officer in-charge shoul get the regional language reply of his translated into English, when he is required to send a copy to the Head Office. This naturally would involve double work.

However, it is a wellknown fact that there is an acute dearth of technical personnel in the Department and postings of officers to hold charge of Sub_Divisions to regions where they hail from cannot be confined to. Under the circumstances English will have to remain the medium of general use for some time.

D.A.- Nil.

Sd/-
Public Health Engineer
to Government.

9320/36
70462.

E.B.(II) P. W. D.

The redeipt of a report from the El. Engr. to Govt. may be expedited.

Id/-
21-2-48.

Yes

Id/-
22/2/48.

L E T T E R. No.G-55/5992.
P.W.D.Officers, Churchgate Street,
Fort, Bombay, 4th January 1949.

To

The Secretary to Government,
Public Works Department,
Bombay. Re.....

Re; Official Language.

Reference:- Govt. Circular political and Services Department, No.2046/46 dated 3-2-1948 and Government Letter, P.W.D.No.9320/36-E(II) dated 7-7-1948.

Normally no difficulty may be experienced in respect of routine matters, if the language spoken in the District is one and the correspondence is delat with in the regional language of the Taluka concerned. But when the languages spoken in the District or Taluka are more than one and all the staff employed in the Taluka office do not know the language spoken by the majority in that Taluka, some difficulty is bound to be felt by the office while dealing with the correspondence in routine matters in the regional language of the Taluka concerned.

The main difficulty, will be in dealing with the technical matters. Technical terms in English cannot be accurately translated into vernacular and the staff and the public being familiar with the technical terms in English only, any attempt on the part of the office in the Taluka to translate the same in vernacular may result in some confusion. Another sphere in which difficulty may be experienced is the typing section. Vernacular typewriters will have to be provided in all Taluka offices, if it is decided to carry on all the correspondence in the regional language of the Taluka concerned. Whereever it is possible, every attempt may be made to do the correspondence in manuscript until such time as the vernacular typewriter is made available.

All the forms that are now being used in the Taluka or Sub-Divisional Office will have to be printed in the vernacular and the staff recruited in that office should be such as would be able to read and write in the regional language of the Taluka in which he serves.

The above being the main difficulties, it is considered desirable to continue to deal with the Technical

matters....

matters in English and the routine matters in vernacular wherever possible and practicable.

Sd/-
Electrical Engineer, to Govt.

9320/36/653

E. B. (II) P. W. D.

The G.C.M., P. & S.D. No. 2026/46, dated the 3-2-48, orders were issued to the effect that -

(1) All taluka officers in the Province should conduct their business in the language of the taluka concerned and all communications originating from a taluka office should be in the language of the taluka.

(2) The officers should within, three months, submit a report to Govt. re: the action taken by them in the matter.

and(3) For the time being the communications between the taluka offices and the Dist. and Divisional offices should be conducted in English.

The local officers have reported that the above orders have been noted and instructions issued to the officers concerned.

2. In G.L.,P.W.D. No.9320/36-E(II), dated the 7-7-48, the local officers were informed that the orders issued in the P.W.D.Cir.,referred to above, were applicable to all Taluka and equivalent officers including the Sub-Divisional officers of the P.W.D. The local officers were requested to consider in detail and report to Govt. what difficulties would be experienced by them in dealing with rechnical matters of this Deptt. in the regional language of the taluka concerned. The reports received from the local officers on this point are summarised in the following para -

3. The general opinion of the local officers is that unless a vocabulary giving equivalent technical words in regional language is available, some difficulty will be experienced in dealing with rechnical matters in regional language. The following difficulties will in particular.....

particular be experienced:-

(i) a glossary of technical and special terms used in the P.W.D. should be prepared, preferably in a manner to suit adoption in all the local languages.

(ii) Deva Nagari script typewriters may be supplied, if possible to facilitate speed of work.

(iii) Suitable terms of addressing superior officers, subordinate officers and the public as well as suitable prefixed of courtesy to names, such as 'Shri' or 'Shriyut' and Shrimati may be standardised used

(iv) only such men as knew to read and write the local language should be employed in the respective regions to avoid trouble later.

(v) The correspondence re: tenders, specifications, plans and estimates is required to be conducted in English as intial documents and technical papers are all in English. It will be necy. to continue such correspondence in English till all tender documents and account rules and code books are translated in regiona languages.

(vi) The question of supplying typewriters in regional language may have to be considered.

(vii) In respect or P.H. and Electrical Circles the jurisdiction of the Sub-Divisional Officers extends over more than one taluka. In that case it will be difficult to find persons coversant with the different languages to use them freely.

Pl. see para 4,2 of th S.E.-K-I-Cs letter at page 52 ante.

It appears that the local officers favour correspondence in technical matters in English until the difficulties enumerated above have been overcome.

Please see also the P. & S.D.'s note at pp. 55-57 ante on the subject of use of Regional languages in Govt. administration.

4. Orders are requested what further action may be taken in the matter. The P. & S.D. may see the papers u.o.

Id/-
2-2-49.

So far as This Deptt. is concerned, the correspondence of an ordinary nature can conveniently, and smothly be done in the regional language, except in the case of four Sub-Divisions under P.H.E. or the Electrical Engrs. The jurisdiction of which extends over more than one taluka having different languages. The main difficulty would

however.....

however be experienced in conducting correspondence on the technical and contract matters, for want of a glossary of technical and special words. Similarily the correspondence regarding tenders, specifications & other intial accounts documents has to be conducted in English, for the present as all forms of Accounts documents, accountant Rules and Code Books are in English.

9320/36
653

The P. & S.D. may see these papers u.o.

Id/-
3-2-49.

Secy. (I) For the present, the English should continue to be used without attempting to find corresponding Hindustani or regional language words.

The tenders specifications can certainly be conducted in the regional language.

Id/-
3-2-49.

u.o. to P. & S.D., dated the 3-2-49.

P. & S.D.

Submitted with ref. to this Deptt. note dated the 24-6-48.

2. Please see the P.W.D., note dated the 3-2-49. The difficulties that will be experienced in giving effect to the use of regional languages, in the conduct of official business in districts by the local offices under the P.W.D. have been enumerated in para 3 of its & note quoted above. The D.S., P.W.D. considers that the main difficulty would be experienced in conducting correspondence on technical and contract matter for want of a glossary of technical and special words and that the correspondence regarding tenders, specification and other intimated initial accounts documents will have

to.....

to be conducted in English for the present, as all forms of accounts documents account rules and Code Books are in English. The Secy., P.W.D., has suggested that English technical words shall continue to be used without attempting to find corresponding words in regional longuages, The tenders specifications also being used in English, and that the correspondence in regard thereto can be conducted on regional language.

2. It has been decided in the main case which is under submission of the D.S.R., C.S., that the status quo should be maintained in regard to the use of regional languages in all Govt. business at district level, until the decision of the constituent Assembly in regard to National Language is known however, been decided that the regional language should invariably be used in giving replies to communications. The English or otherwise received ~~frlm~~ from the public and where there are more than one regional language in use, the reply should be in the regional language in which the communication is received, otherwise it should be in English. In view of that decision, / Final orders have not, however, been issued as yet it is not necessary to pursue the ~~course direction~~ Consideration of the ~~KKXH.~~ P.W.D. difficulties ~~in~~ mentioned in ~~xxx~~ its ~~xxx official~~ note dated the 3-2-49 at this stage. The papers may, therefore, be returned to that Deptt. after keeping copies of that Deptt. note quoted above and this note.

I./-
/2

Id/-
28/2/49.

u.o.r. to the P.W.D., dated the 4/3/49.

E.B.(II). P. W. D.

Submitted for information.

2. In view of the concluding portion of the P. & S.D.'s note, dated the 26-2-49, further developments may be awaited.

Official Language.

For further orders please see G.C.M.,P. & S.D., No. 2026/46, dated 23-4-49. (831/48/34145).

Please see G.L.,P.& S.D. No.2026/46, dated the 29-10-52 (OLG 1052/10785)

Government of Bombay,
Political and Services Department,
Circular No.2026/46.
Bombay Castle, 8th March 1949.

CIRCULAR.

Pl. see G.L.,P.& S.D. No.2026/46, dated the 7-9-49. (831/48/71542)

Please see G.R.,P.&. S.D., No.2026/46, dated 26-6-50. (831/48 / 59040)

With reference to Government Circular, Political and Services Department, No.2026/46, dated the 3rd Febraury 1948, Government is further pleased to direct that the regional language should invariably be used in off-ices at the district level in giving replies to communica-tions received from the Public whether in English or in the regional language. Where there is more than one regional language officially recognised by Government in the area from which the communication is received, the reply should be given in the regional language in which the communication has been made; otherwise the reply should be given in the English language.

By order of the Governor of Bombay,

Pl see Govt cir P&SD No 2026/46 r. 24-10-49 (831/48/4116)

M. D. BHAT,
Chief Secretary to the Government of Bombay,
Political and Services Department.

Pl.see G.C.,P.& S.D.,No. 2626/46, dated 26-2-53. (file No. OLG1053/33425)

Pl.see G.R.,P. & S.D.No. 2026/46, dated the 22nd March 1950. (831/48/44133).

To

The Private Secretary to the Governor,
The Secretary to the Honourable the Premier,
The Commissioner, Northern Division,
The Commissioner, Central Division,
The Commissioner, Southern Division,
All other Heads of Departments and offices under the several Departments of the Secretariat.

All Departments of the Secretariat.

No. of 1949.

Copy forwarded for information and guidance to -